

Police Station/City Hall Advisory Committee

AGENDA

March 23, 2015

6:30 p.m. - City Hall Conference Room

1. Self Introductions. Members of the Committee are: Chairman Todd Anslow, Neal Butler, Jal Duncan, Robert Everett, Linda Neace, Natalie Smith, Tammy Stempel, Elliott Veazey and Kevin Voss.
2. Minutes – March 9, 2015
3. Update - Property Search
4. Update - Seismic Upgrade Grant for Police Department
5. Update – Facility Tours
6. Police Station/City Hall General Discussion
7. Other

Adjourn

GLADSTONE POLICE STATION/CITY HALL ADVISORY COMMITTEE MEETING
MINUTES of March 9, 2015

Meeting was called to order at 6:30 p.m.

Roll Call:

The following advisory committee members were present: Todd Anslow, Jal Duncan, Robert Everett, Natalie Smith, Tammy Stempel and Kevin Voss. Also in attendance were City Councilor Steve Johnson, Library Director Irene Green and City Administrator Pete Boyce.

Absent:

Neal Butler, Linda Neace and Elliott Veazey.

Elected Officials/Staff:

Steve Johnson, City Councilor; Pete Boyce, City Administrator; Irene Green, Library Director

Agenda:

1. Self Introduction:
Committee members, elected officials and staff introduced themselves.
2. Project Background and Information:
City Administrator Boyce explained how city council came to appoint the committee and issues encountered with the current facilities. Information was provided and discussed with the committee including staff notes and minutes from previous city council meetings, a space needs analysis report and a preliminary cost analysis. The voter approved library project and how it may fit in with a police station/city hall was also discussed.
3. Elect Chairperson:
Jal Duncan nominated Todd Anslow as committee chairperson. No other nominations were received. The committee unanimously voted to appoint Todd Anslow chairperson.
4. Discuss Scope of Work/Next Steps:

The committee discussed the Portland Avenue property search that is being conducted by Universal Field Services. Phase I of the search consist of sending out letters to all property owners in the Portland Avenue area to determine if they have interest in selling their property. Phase I must be completed within 90 days. It will be important for the group to know where and how much property is available in order to determine if facilities should be combined or separate. The committee also requested staff set up tours of other combined governmental facilities. It was also determined that the committee would like to complete its work by May 29, 2015. This would allow time for a ballot measure to be drafted and city council consideration prior to the submittal deadline in August for the November 2015 election.

5. Seismic Upgrade Grant for Police Station:

The committee received information related to the Oregon Infrastructure Finance Authority seismic grant that has been awarded to Gladstone. City council must decide if it should accept the grant of \$360,729. The grant could be accepted and after the November 2015 election if voters support constructing a new police station the grant could be returned with no penalty. Consensus of the group was to recommend city council accept the grant and reevaluate following the November 2015 election.

6. Meeting Dates:

The committee decided to meet every two weeks at 6:30 p.m. The next meeting is scheduled for March 23, 2015.

The meeting adjourned at 7:40 p.m.